

COMMISSION MEETING MINUTES  
November 15, 2005

The Board of Davis County Commissioners met in the Commission Chambers of the Davis County Courthouse, Farmington, Utah on November 15, 2005. Members present were Chairman Carol R. Page, Commissioner Dannie R. McConkie, Commissioner Alan Hansen, Clerk/Auditor Steve S. Rawlings, Chief Deputy Civil County Attorney Gerald E. Hess, and Commission Office Manager Linda May.

Agreement  
#2005-343  
PacifiCorp to  
Grant  
Easement for  
Culvert  
Installation

Robert Smith, Davis County Public Works, presented agreement #2005-343 with PacifiCorp. The company is granting an easement, access, ownership and maintenance to Public Works of two culverts in the west Kaysville dike. Commissioner McConkie made a motion to approve. Commissioner Hansen seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Results of Bid  
Opening Held  
Nov. 10 for  
Electrical Work  
in the  
Basement of  
the Farmington  
Library

VerNon Griffeth, Davis County Purchasing Director, Clerk/Auditor Office, discussed a bid opening that was held on November 10, 2005. The notice to contractors for bid was for installation of new electrical service, main panel, sub panel and wiring upgrade for basement storage in Davis County Farmington Library 38 South 100 East, Farmington, Utah. The following two bids were received on November 10 and opened in the presence of VerNon Griffeth, Davis County Purchasing Director, Jeff Hewitt, Davis County Facility Management Director, a representative from Capital Electric and a representative from Nutrend Electric and Linda May, Commission Office Manager:

|                  |  |
|------------------|--|
| Capital Electric | \$63,217.00<br>(Alternate Deduct \$6,708.00) |
| Nutrend          | \$77,500.00<br>(Alternate Deduct \$4,220.00) |

The bids have been reviewed and it is recommended that Capital Electric be awarded the bid in the amount of \$63,217.00. Commissioner McConkie made a motion to approve. Commissioner Hansen seconded the motion. All voted aye.

Agreement  
#2005-344 US  
Forest Service  
Funds for  
Patrols by  
Sheriff's Office

Agreement #2005-344 with the United States Forest Service was presented. It is for the Davis County Sheriff's Office to provide forest service patrol during the camping and hunting season. It is a receivable in the amount of \$7,500.00. Commissioner McConkie made a motion to approve. Commissioner Hansen seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Change Order  
#2005-51B  
#2005-51C  
Layton  
Construction  
for Work on  
the Jail  
Expansion

Kevin McLeod, Chief Deputy Davis County Sheriff's Office, presented the following two change orders for Layton Construction for the jail expansion:

Change Order #2005-51B is a zero dollar change. The change order reflects items deleted and items added on the contract.

Change Order #2005-51C is in the amount of \$96,610.00. The cost relates to the modifications and equipment as needed for the meals on wheels upgrade. A budget change will be presented in 2006 for the cost.

Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Budget  
Adjustments  
for 2005 Year  
End  
Accounting &  
Budget  
Changes for  
Public Works  
& Tourism

Jonathan Lee, Davis County Finance Director, Clerk/Auditor Office, presented the following items of business:

- (1.) It is requested that the Commission approve the following action for the 2005 year-end accounting process: A blanket approval for the Clerk/Auditor's office to make journal entries to move funds, as required, in order to make technical adjustments for the 2005 year-end

accounting process.

Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye.

- (2.) A budget change for Davis County Public Works. It is to increase revenues and expenses for the fire break road and Farmington Canyon road and remove the September expense reduction. It is in the amount of \$40,000.00 for the fire break road and \$30,000.00 for the Farmington Canyon road as received from intergovernmental revenue. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye.
- (3.) A budget change for Tourism account #18-3690-100 and #18-4192-214 to increase revenue and expenses in the amount of \$100,000.00 related to the 2005 Conference Center Gala was discussed. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye.

Agreement  
#2005-345  
Cache Valley  
Electric for  
Upgrades of  
Telephone  
Wiring

Mark Langston, Davis County Information Systems Director, presented agreement #2005-345 with Cache Valley Electric. The company will complete the cleaning up and upgrading of the wiring in the telephone closets located in the Courthouse and Annex buildings. It is a payable in the amount of \$36,581.08. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Change Order  
#2005-53E  
Ascent  
Construction  
for Work at  
Centerville  
Branch Library

Barry Burton, Davis County Community and Economic Development, presented a change order #2005-53E with Ascent Construction. The change order at the Centerville Branch Library is for added curb and grading around delivery ramp, add soffit above computer area, modify soffit in break room to allow for a light shelf, add drain in landscape area south of auditorium and paint all light poles. A price will be negotiated on the light poles as the wrong poles arrived in white rather than black. Time is critical and it will not be compatible with the time frame to return to supplier and receive the new order. Therefore, they will be painted. Commissioner McConkie made a motion to approve. Commissioner Hansen seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Public Works  
Capitol  
Improvement  
Projects 2006-  
2016 for Future  
CDBG Funding

Barry Burton, Davis County Community and Economic Development, presented the Davis County Public Works Capitol Improvement Projects 2006-2016. The plan outlines the project sites and the estimated cost to complete (labor, equipment and materials). The plan will be submitted to meet the criteria for future CDBG funding. Barry requested the plan be adopted by Davis County and it will then be incorporated into the main plan for submission to the Wasatch Front Regional Council. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye.

Commissioner McConkie made a motion to convene as the Board of Equalization. Commissioner Hansen seconded the motion. All voted aye.

Property Tax  
Register  
Approved

Commissioner McConkie made a motion to approve the property tax register as presented. Commissioner Hansen seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Commissioner Hansen made a motion to reconvene the regularly scheduled commission meeting. Commissioner McConkie seconded the motion. All voted aye.

Commission  
Minutes  
Approved

Commissioner McConkie made a motion to approve the commission meeting minutes of November 1. Commissioner Hansen seconded the motion. All voted aye.

Personal  
Property Tax  
Register  
Approved

A personal property tax register as prepared by the Davis County Assessor was presented. Commissioner McConkie made a motion to approve. Commissioner Hansen seconded the motion. All voted aye.

Personnel  
Register  
Approved

A personnel register was presented. Commissioner McConkie made a motion to approve. Commissioner Hansen seconded the motion. All voted aye.

Check  
Registers  
Approved

Check registers as prepared by the Davis County Clerk/Auditor’s Office were presented. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2005-346  
United Way for  
Pass Funds  
with SSBG  
Grant

Agreement #2005-346 with United Way was presented. Davis County will serve as the pass through agency for the SSBG grant in the amount of \$106,510.88. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2005-347  
Jordan World  
Circus for  
Rental of  
Legacy Center

Agreement #2005-347 with Jordan World Circus for the Davis County Fair Park. It is for rental of the Legacy Center on February 2, 2006. It is a receivable in the amount of \$2,000.00. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2005-348 Don  
Jesser to Be  
PRCA Rodeo  
Announcer

Agreement #2005-348 with Don Jesser was presented for the Davis County Fair Park. Mr. Jesser will be the announcer at the 2006 PRCA Rodeo. He will also provide a sound technician. It is a payable in 2006 in the amount of \$3,000.00. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2005-349 -  
#2005-351 for  
Companies to  
Purchase Tax  
Parcel  
Ownership  
Plats for Davis  
County

The following three agreements were presented for the Davis County Recorder’s Office for sale of tax parcel ownership plats for Davis County in the amount of \$200.00 and for quarterly updates in the amount of \$25.00/qtrly:

|                     |                           |
|---------------------|---------------------------|
| Agreement #2005-349 | Arrow Realty              |
| Agreement #2005-350 | Meridian Title Company    |
| Agreement #2005-351 | Thomas Mulcock Appraising |

Commissioner McConkie made a motion to approve. Commissioner Hansen seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Overpayment  
Policy for the  
Davis County  
Justice Court

Carl Allen, Chief Deputy Administration, Davis County Clerk/Auditor Office, presented a request to update the policy for the Davis County Justice Court Overpayment Policy. The Davis County Justice Court on occasion receives overpayments for bail and fines, i.e. payments are received from persons in amounts in excess of the amounts established or ordered by the Court or as may be required by law. Because of the administrative costs involved in accounting for small overpayments and making refunds of overpayments, it is fiscally reasonable, necessary, and appropriate that a policy be established by the County regarding small overpayments to the Court.

Definition

For the purpose of this policy, “small overpayments” means payments received for a bail or fine if the payment exceeds the amount established or ordered by the Court or as may be required by Fifteen Dollars (\$15.00) or less.

Small Overpayment Policy

- A. If a small overpayment is received by the Davis County Justice Court from any person, the Court may order the forfeiture of that overpayment

- B. Forfeited small overpayments shall be transferred or credited to a sundry income account for the Court to be pended for Court purposes.
- C. The Court shall keep appropriate records with details of the small overpayment and its forfeiture.

#### Denial of Overpayment Refund

If a person makes a small overpayment and requests a refund, the Court may deny the refund request. Commissioner Hansen made a motion to approve. Commissioner McConkie seconded the motion. All voted aye.

Recognition for  
Sheriff Bud  
Cox

Commissioner McConkie acknowledged that Sheriff Bud Cox received recognition last week at the Utah Association of Counties meetings as “Top Cop” for his service with the Utah Association of Counties and the Utah Sheriff’s Association. Congratulations to him!

Meeting adjourned.